



**Chillicothe Public Library District  
Meeting of the Board of Trustees  
September 26, 2022**

1. The meeting was called to order at 5:30 p.m. by Board President Carmen Jenkins
  - a. **Present:** Deb Cody, Shayne Jezek, Carmen Jenkins, Tom Razo, Colleen DeFord, Cindy Bornsheuer and Library Director, Mary Aylmer
  - b. **Absent:** Toby Howell
2. **Approval of Minutes**
  - a. **August 29, 2022** A motion was made by Tom Razo and seconded by Shayne Jezek to approve. All voted in favor
  - b. **September 14, 2022** (Special Meeting) A motion was made by Shayne Jezek and seconded by Cindy Bornsheuer to approve. All voted in favor
3. **Treasurer's Report** - Treasurer's Report was reviewed and placed on file for audit.
4. **Director's Report** - Director's Report was reviewed and placed on file for August
5. **UnFinished Business:**
  - a. **Determination for proceeds from 2nd Street property, FY22 Unrestricted Fund balances:** A motion was made to move these funds to a Capital Improvement account by Colleen DeFord and seconded by Shayne Jezek to approve. A Roll Call Vote was done, with all present trustees (Shayne Jezek, Tom Razo, Colleen DeFord, Cindy Bornsheuer, Deb Cody and Carmen Jenkins), voting yes. The motion was passed
  - b. **A second motion was made for the opening of a Capital Improvement account at the Better Banks to move the FY22 Unrestricted Fund balance:** A motion was made by Tom Razo and seconded by Colleen DeFord to approve. A Roll Call Vote was done, with all present trustees (Shayne Jezek, Tom Razo, Colleen DeFord, Cindy Bornsheuer, Deb Cody and Carmen Jenkins), voting yes. The motion was passed
  - c. **FY23 Capital Improvement Line Item change:** A motion was made by Debbie Cody and seconded by Tom Razo to approve. All voted in favor, the motion passed
6. **New Business:**
  - a. **B & A Levy Ordinance #2023-03:** A motion was made by Tom Razo and seconded by Debbie Cody to approve. All voted in favor, the motion passed
  - b. **Finance & Purchasing Policy.** A motion was made by Tom Razo and seconded by Cindy Bornsheuer to approve. All voted in favor, the motion passed
  - c. **Director's Annual Review:** (Closed Session pursuant to SILC5 120/(c)(1))
4. **Trustee Training:** No training was done. Cindy Bornsheuer agreed to take over as Training Committee Chair
5. **Announcements:** A card was signed to congratulate Catherine on her RAILS award. Mary informed the board that an 'Hours of Use' Survey will be posted on the website for two weeks to get public feedback
6. **Adjournment:** A motion was made by Shayne Jezek and seconded by Debbie Cody at 7:18 p.m. to adjourn. All voted in favor, the motion passed

Respectfully submitted by  
Debbie Cody